Viewing Correspondence on the Insurers' Pending Reports

By law, final supplemental reports, WKC13's, are due within 30 days after the date of final payment. Since the Division does not request the final payment date or record it, the Division considers these reports to be prompt if they are received within 45 days from the most recent reported return to work date, unless PPD is paid. The "due date" below is generally 180 days from the date the Division received the last WKC13 report. In some cases, where PPD is due, the due date is later and reflects when all PPD would be paid. Although the worker may still be receiving compensation, the Division requests a report by the "due date" in order to update its payment records. Overdue reports are subject to $100 surcharges and may be referred to the Office of Commissioner of Insurance (OCI) or the Bureau of Insurance Programs (BIP) for self-insured employers.

Indicates open correspondence

Claims handling office:

WC Number	Insurer Claim Number SSN	Claimant	Injury Date	Due Date	Employer
2011000728			12/29/2010	09/20/2011	
2011000267			12/16/2010	07/06/2011	
2007000213			12/20/2006	08/05/2012	
2011000715			12/29/2010	09/24/2011	
2011000704			01/03/2011	10/03/2011	
2010000828			02/13/2008	08/25/2011	
2010000110			12/18/2009	11/25/2011	
2004000122			12/23/2003	07/03/2011	
2011000039			11/02/2010	08/21/2011	
2009000833			12/16/2008	08/25/2012	
2010000667			12/18/2009	12/22/2010	
2010000537			03/31/2009	01/02/2011	
2011000169			10/15/2010	08/21/2011	
2011000160			12/23/2010	08/21/2011	
2011000877			10/23/2010	01/23/2012	
2007000082			11/16/2006	02/14/2011	
2010000559			11/11/2009	08/08/2014	
2011000571			01/04/2011	10/03/2011	
2011000057			12/28/2010	10/01/2011	
2010000514			12/26/2009	03/13/2011	
2010000854			09/29/2009	06/07/2012	

The image displayed to the left of the WC Number indicates there is open correspondence that may be viewed. Click the WC Number link to display the claim detail page.

Viewing Correspondence on the Insurers' Pending Reports

By law, first supplemental reports, WKC13's, are due within 30 days of the date of injury or last day of work prior to the first day of lost time, whichever is later.

Overdue reports are subject to $100 surcharges and may be referred to the Office of Commissioner of Insurance (OCI) or the Bureau of Insurance Programs (BIP) for self-insured employers.

This claim requires a first WKC13 showing the first payment date and first payment amount.

[E-mail Reply]

[Send WKC-13] [Send WKC-13A] [View Payments] [View Open Correspondence] [View Worksheet]

WC Claim Number:		Ins. Claim Number:	
Claimant Name:		SSN:	
Injury Date:		Due Date	

Send WKC13 and adjust payments according to our calculated wage or advise

Send reply to requested wage information by 04/23/2011

Open correspondence for WC119

Indicates open correspondence

Insurer:		Employer:	
		Address1:	
Claim Handling Name:		Address2:	
Address1:			

Click the View Open Correspondence button on the Claim Details page to display the list of viewable correspondence. NOTE: A status reason line will be listed for each viewable letter "Open correspondence for . . ."

Viewing Correspondence on the Insurers' Pending Reports

WC Claim Number	2005000325	Ins Claim Number		
Employee Name	████████	SSN		
Injury Date	06/26/2004	Due Date	07/26/2004	
Employer	████████			
Address1				
Address2	████████			
City, State and Zip	████████			
Insurer	████████			
Claim Handling Name	████████			
Address1				
Address2	████████			
City, State and Zip	████████			

[Back]   [Send WKC-13]   [Send WKC-13A]

Click on the Document Type link to view the document.

Document Type	Description
WC119	WAGE ADJUSTMENT

Click on the Document Type link to open the document. Use the Send WKC-13, Send WKC-13A, buttons to submit the required information. The Back button will return you to the View Open Correspondence screen listing the available documents.

Note: If the page is "cut-off," after printing. Go to "File," and scroll down until you find "Page Set-up," (highlight) and click. In the margins dialog box click the up, and down arrows to change the margin settings to below. Click OK, when done and close the dialog box.

Margins (inches)
Left:	0.166
Right:	0.166
Top:	0.166
Bottom:	0.166

If you still are having problems printing the full page then continue to adjust margins accordingly.

Viewing Correspondence on the Insurers' Pending Reports

You can use the viewer buttons to print the worksheet, rotate, view additional pages, etc. However, you will have to ❌ out of the worksheet to get back to the previous screen.